

CITY COUNCIL AGENDA REQUEST FORM

Today's date: ____/____/____

Date of meeting ____/____/____

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

Address: _____

Phone number and email address: _____

Authorized by: _____ City of _____
 (name of City official) (Department Heads, City Council members, and the Mayor are City officials.)

Subject: _____

Summary of what is being requested: _____

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes or No**

If yes, in what way? _____

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

Have they been contacted?
Yes or No

3. Is there a need for a general public information or public involvement plan? **Yes or No**

If yes, please specify and suggest a method to accomplish the plan: _____

4. Is an enforcement plan needed? **Yes or No** Additional funds needed? **Yes or No**

5. Have all the affected departments been informed about this agenda item? **Yes or No**

This form must be submitted no later than 5 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

**CITY OF SANDPOINT
AGENDA REPORT**

DATE: 4/11/18

TO: MAYOR AND CITY COUNCIL

FROM: Planning Staff

SUBJECT: Silver Box Project Revised RFP and locations

DESCRIPTION/BACKGROUND:

In March of 2017, Council approved the Silver Box Project—an art on loan program that through a community vote would lead to the annual purchase of a piece of artwork costing not more than \$5000. Chosen artwork by a selection committee will sit atop one of three “silver boxes” for one year, which were previously approved by Council to be located at the Creekside Trailhead on Bridge Street just across the pedestrian bridge towards City Beach. The Silver boxes have been constructed (Total cost = \$9120.30) and an initial call was sent out. A total of 7 submissions were received however the Arts Commission, based on further research, would like to restructure the program and reconsider the silver box locations.

April 27, 2018 - Call Posted on Café (callforentry.org) and outreach efforts commenced

May 31, 2018 - Artist Submission Deadline

June 16, 2018 - 3 artworks chosen by Selection Panel

June 31, 2018 - Contract sent to Artists / Silver Boxes Installed

July 31, 2018 - Installation of art

NOTE: The total project budget is \$20,000.00. The 3 silver boxes have been completed with an advance of \$9120.30. The remaining balance is \$10,879.70

STAFF RECOMMENDATION:

Approve the revised call to artists and box locations

ACTION:

Motion to approve the revised call to artists and new locations for the silver boxes as presented.

WILL THERE BE ANY FINANCIAL IMPACT? No HAS THIS ITEM BEEN BUDGETED?

The project is funded by the Sandpoint Urban Renewal Agency Downtown District.

ATTACHMENTS:

Revised Call to Artists

Summary of changes to the call from previous Council Action

Recommended new locations for the silver boxes

Sandpoint Arts Commission (SAC)

Recommended revisions to the Silver Box Project

1/25/18

Original Call 2017- Silver Box Project	Revised Call 2018 – Sandpoint Sculpture Walk
One-year Sculpture-on-Loan program	One-year Sculpture-on-Loan program
Market cap of \$5,000 on value of sculpture	No market cap on value of sculpture
No commission on sales from the program	10% commission for the SAC Art by the Inch fund
People’s Prize, a nomination for purchase – \$5,000 (fixed)	<p>Peoples Prize – unconditional award to the sculptures that win the most votes.</p> <ul style="list-style-type: none">• People’s top choice and runners up. <p>Suggested award amounts- \$350, \$100, \$100</p>
	Option to buy, at market value
Applications received through CaFE	Application forms received through CaFE and city website
No application fee	Application Fee (\$10)
Administrative support provided by city	Administrative support provided by city
Juried via CaFE	Juried as described in SAC policy handbook
Optional insurance coverage by artist	<p>Limited liability insurance provided by city (suggested \$5,000?)</p> <p>Optional additional coverage by artist</p>
Location - Under consideration	Location - Under Consideration
\$500 provision to artist	\$500 provision to artist
Installation by the artist	Installation by the artist and/or city
In partnership with POAC during Art Walk	In partnership with POAC during Art Walk
	Potential for community sponsorship to match or increase value in the People’s Award amounts



Sandpoint Silver Box/Sculpture Walk 2018 RFP

Project and Location

The Sandpoint Arts Commission invites artists to apply for the Silver Box Project, an art on loan program and competition. Three sculptures will be selected by jury process for an approximately one year loan. The artwork will be mounted on stainless steel bases located in Downtown Sandpoint. These sculptures will be included in the Sandpoint Sculpture Walk and be promoted through print and social media. Selected artwork/artists will receive a \$500 honorarium and the three sculptures selected will be competing for up to \$350 total in cash prize awards.

Timeline

May 31, 2018	Artist Submission Deadline
June 16, 2018	3 artworks/artists chosen by Selection Panel
June 31, 2018	Contract sent to Artists
July 31, 2018	Installation of art

Eligibility

The project is open to all artists residing in the United States regardless of race, color, religion, national origin, gender, age, marital status, or physical or mental disability, etc. Local and Regional artists may be given preference. Artist teams are eligible to apply, including teams of artists from multiple disciplines. Selection panelists and their immediate family members are not eligible for participation. Artists must be 18 years of age.

The Artwork / Selection Criteria

- The artwork must be an original work of art made by the submitting artist. The artist must own the rights to the artwork and artwork must be available for the duration of the approximate one year contract.
- The artwork may not contain advertising, religious references, sexual content, negative imagery, or convey political partisanship.
- Artwork must be durable in outdoor conditions and surfaces must not be prone to environmental degradation, e.g. unsealed rust.
- The artwork shall not have kinetic elements or water features.
- Artwork must be structurally safe for display in public and must not have the potential to cause injury. All components must be securely fastened.
- Artwork must arrive in the same condition as portrayed in the application photographs. The commission reserves the right to refuse artwork if it does not match the photographs submitted.
- Artwork minimum size: 24" x 24" x 24", maximum size, 48" x 48" x 48".
- The footprint of the artwork must be able to be securely bolted onto a 16" x 16" x 1/4" powder coated steel attachment plate. The city will provide a mounting plate template pdf at time of selection. Installation method for artwork should be welded tabs or a similar easy install method using bolts.
- Artwork must weigh no more than 300 pounds.

Submissions

Applications must be received through the CaFE website (www.callforentry.org) no later than 11:59 PST on May 31, 2018.

The Artist may submit up to three sculptures, but must present each piece in a separate application. Applications containing more than one sculpture will be disqualified. Each application must include:

- A resume and references
- Two or three (2-3) clearly identified images or videos of a single work of art.
- Artist must include a description of the submitted work including medium, dimensions, weight, title, date of construction, cleaning and maintenance instructions, stated insurance value and sale price.
- Only completed original artwork will be considered.

Acceptable File Types: Find complete information and details at CaFE Media Prep

Images: JPEG, minimum 1920 pixels, maximum 3MB

Video: 3GP, WMV, AVI, MOV, MPG, MP4 Minimum 640x480, Maximum 100MB.

Selection Process

Selection Panel will consist of the following:

Voting Members:

- Sandpoint Arts Commission Project Leader
- 3 Arts Professionals, two of whom must be artists
- 2 Citizens from the City of Sandpoint
- 1 Sandpoint Arts Commission member

Non- Voting Members:

- 1 City Staff Member
- 1 City Council Member

Budget & Payment Schedule

Each selected artist will be provided \$500 for the provision, installation and removal of the art. The city will receive a 10% commission if art work is sold as a result of project participation.

There will be 3 cash prizes associated with the People's Choice Award: 1st Place, \$350; 2 runners up, \$100 each.

Artist Responsibilities

- Must accompany their artwork to city and complete the installation of artwork. All works must be ready for exhibition no later than July 31, 2018.
- Must complete and sign the Voluntary Artist Loan Agreement with the City of Sandpoint.
- Provide instructions for maintenance of the artwork.
- Provide information on request for website, brochure and other promotional materials.
- Maintain up to date contact information with the city for correspondence.

City Responsibilities

- Pay \$500 provision to the selected artists for the provision, installation and removal of the artwork.
- Provide limited liability insurance for the artwork.
- Maintain the artwork according to the specifications outlined by the artist.
- Promote the artwork and artist including, but not limited to:
 1. Inclusion in printed and downloadable Sculpture Walk brochures.
 2. Recognition on the City of Sandpoint's website.
 3. A plaque/signage at the base of the artwork.
 4. Include the artist and highlight the sculpture at any Sculpture Walk event or reception.

Contact Information

City Liaison to the Sandpoint Arts Commission:

Aaron Qualls: Director of Planning & Economic Development

City of Sandpoint

1123 Lake Street

Sandpoint, Idaho 83864

208-255-1738

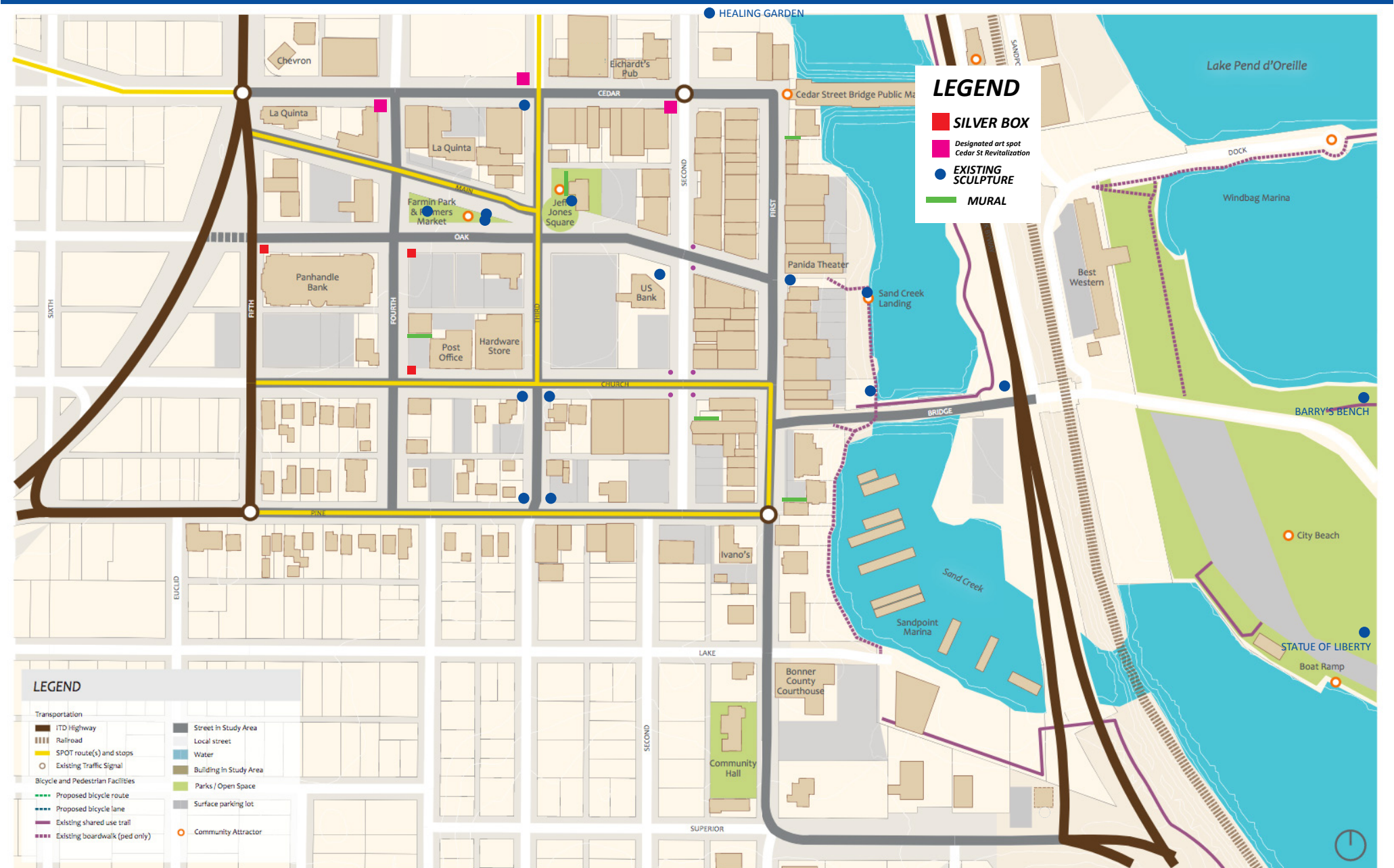
aqualls@sandpointidaho.gov

<http://facebook.com/cityofsandpoint>

<http://www.sandpointidaho.gov>

The City of Sandpoint reserves the right to change the dates of the project timeline, to modify this solicitation to request additional information or proposals from any or all participating artists, to re-open the competition and/or to accept or reject, at any time prior to the commissioning of a work, any or all design proposals.

SANDPOINT SCULPTURE WALK - SILVER BOX PLACEMENT #5 - on City Streets (Oak/Church Streets)



Downtown Study Area Map

Sandpoint Downtown Streets Project





Previous Silver Box Artist Submissions

